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Registered-Return Receipt Requested

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Attention: 

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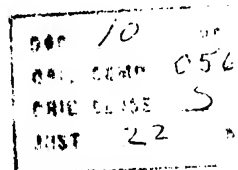
Gentlemen:

Enclosed, in quadruplicate, is task-type Contract No. RD-113 and Task Orders Nos. 1, 2 and 3 thereunder.

Please note that the Contract and Task Orders have been signed on behalf of the Government prior to your signature. It is requested that the documents be signed by an authorized official of your organization and the Corporate Certificate in the Contract be executed if the documents are found to be acceptable by you and no changes are required. If both the Contract and Task Orders are found acceptable, you are authorized to proceed with the work immediately, returning the signed original and two signed copies of the contract and tasks at the earliest possible date. The remaining copy of each is for your files. In the event the documents are not acceptable, the work to be performed shall not be commenced and you are to advise the Contracting Officer as to your objections within ten (10) days.

It is requested that the enclosed "Contractor's Statement of Contingent or Other Fees" be executed and returned with the signed copies of the contract.

Knowledgeability of the sponsor's association with this contract or the work to be performed thereunder should be limited to an absolute minimum number of persons and this knowledge should be disseminated only to those employees holding a contract security authorization issued by this office and who have the "need-to-know" to accomplish the objectives of this contract. The enclosed Secrecy Agreements should be signed by any of the following persons having access to classified information and returned with the signed copies of the contract and tasks:

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Also enclosed is "Contractor's Security Agreement," in duplicate, and a copy of "Security Requirements for Contractors," both of which are made a part of the contract by reference in accordance with the provisions of Article 20 of the contract. The "Contractor's Security Agreement" should be executed by an official of your company authorized to sign for the company and one copy returned to this office. The remaining copy, as well as the enclosed "Security Requirements for Contractors" and "Procedure for Mailing Material Classified 'Secret' and 'Confidential'," is for your information and guidance.

Your attention is invited to the standard Nondiscrimination in Employment clause set forth in the contract and the importance of your compliance therewith. This clause is included in our contracts in accordance with a Presidential Executive Order. In this connection, enclosed is a notice entitled "Equal Economic Opportunity" for posting by you in accordance with the article.

In the event you find that the documents cannot be accepted as written, all copies must be returned to this office. In the event you find minor changes, please contact this office by telephone on the number listed below. It may be possible then to come to an understanding over minor modifications.

Any inquiries you may have regarding the base contract, Task Orders, or matters pertaining thereto, should be addressed to the undersigned Contracting Officer at the address shown at the beginning of the letter. If the occasion so warrants, you may contact the undersigned by telephone on

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Very truly yours,

Contracting Officer

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Enclosures:

Contract No. RD-113 (4 copies)
Task Order No. 1, RD-113 (4 copies)
Task Order No. 2, RD-113 (4 copies)
Task Order No. 3, RD-113 (4 copies)
Contractor's Statement of Contingent
or Other Fees (1 copy)
Secrecy Agreements (5 copies)
Contractor's Security Agreement (2 copies)
Security Requirements for Contractors (1 copy)
Procedure for Mailing Material Classified
'Secret' and 'Confidential' (1 copy)
'Equal Economic Opportunity Notice (1 copy)

Distribution:

Original - Addressee

1 - T. O. #1, RD-113
1 - T. O. #2, RD-113
1 - T. O. #3, RD-113

1 - TSS/APD

1 - SS/OL

1 - Chrono

OL/PD/RADCE (7 Apr 1956)

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